

Helsby Parish Council

Minutes of the Parish Council meeting held at 7pm on 11th February 2019 in the Upper Hall of Helsby Methodist Church

Present:

Cllr. Chris Ellams – Chairman	Cllr. Terry O’Neill – Vice-Chairman	Cllr. Sam Johnson
Cllr. Michelle Massey	Cllr. Stuart Hulse	Cllr. Peter Duffy
Cllr. George Randles	Cllr. John Kimpton	Cllr. Alan Gardner
Cllr. Andy MacPherson	Cllr. Patricia Holder	Cllr. Sarah Temple

1. Public Air Time. Proposed by Cllr. Johnson, seconded by Cllr. Duffy and **RESOLVED – that the meeting be suspended for public participation – HPC20/19.** There being no matters brought to the attention of the members it was proposed by Cllr. Hulse, seconded by Cllr. Duffy and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HPC21/19.**
2. Apologies for absence. Received and accepted from Cllrs. Barry and McKie.
3. Declarations of interest. Cllrs. O’Neill and Randles declared non-pecuniary interest in Item 17 as both were Executive members of Helsby Community Sports Club.
4. Police Matters
 - 4.1 Trucam returned to Parish Office for safe keeping – duly noted.
 - 4.2 PCSO replacement due to start in 5 weeks subject to satisfactory training.
5. Minutes of the previous meeting. Proposed by Cllr. Randles, seconded by Cllr. Hulse and **RESOLVED – that the minutes of the Helsby Parish Council meeting held on 14th January 2019 be accepted as an accurate record and duly signed by the Chairman – HPC22/19.**
6. Matters arising from the previous meeting – no matters reported.
7. Minutes of the Parks, Cemetery & Allotments Committee. Cllr. Temple presented the minutes that included the following recommendations:
 - 7.1 Teen Shelter – midpoint Parish Field. Proposed by Cllr. Temple, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council obtain a quote from Whittle Programmed Maintenance to re-paint (plus all other associated work) the Teen Shelter on the Parish Field – HPC23/19.**
 - 7.2 The Committee agreed to organise meetings with Complete Security Systems and AMR Technical to seek advice on installation of CCTV, overlooking the children’s play area, and installing new outdoor lighting along the pathway at the bottom of the parish field.
8. Minutes of the Human Resources Committee meeting held on 28th January 2019. Cllr. O’Neill presented the minutes that included the following 2-part recommendation: -
 - 8.1 Staffing. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED – that the Parish Council, in accordance with Section 112-119 of the Local Government Act 1972, 1) consider taking on staff in 2020/21 to train, alongside the Parish Clerk, in readiness to replace the role of Parish Clerk in November 2021; 2) to place the amount budgeted for 2019/20 £12,000 into a contingency fund in the event that part-time staff will be required in the ensuing fiscal year – HPC24/19.**

9. Burial Grant. Proposed by Cllr. Temple, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council, in accordance with s.214 of the Local Authorities Cemeteries Order of 1977, grant Exclusive Rights of Burial for a term of 75 years for Plot No. 48 South Pink in Helsby Public Cemetery, Old Chester Road received from Ms R A Brown of Chester – HPC25/19.**

10. Councillor's Surgery

Resident from Latham Avenue

- Towers Lane Traveller Site. No new matters reported. Waiting for a court date for the appeal taking place in Manchester;
- Hornsmill footpath between A56 Lay-by and the school – the footpath had recently been opened and was gaining popularity day-by-day;

Lincoln Court Residents Association:

- Content that rubbish was being collected from the Community Centre;
- Complimentary about the website circulated by Cllr. O'Neill (Nextdoor);
- Resident was informed about the progress on the Old Chester Road replacement bridge;
- Very complimentary about the Christmas Illuminations, Ho Ho Helsby Event Day and the new circular pathway around the parish field;
- 10 empty flats in Meadow Court Frodsham (sheltered accommodation)

Cllr. Hulse asked the Council to consider the value of the surgeries when the same two people attended every time. Cllr. Gardner strongly supported keeping the monthly surgeries as that was how the two residents communicated with the Parish Council. This had already been discussed at an earlier meeting and resolved that the surgeries continue. Other venues were discussed i.e. Tesco or JTO Tea Rooms

11. Cheshire West and Chester Council

11.1 Forthcoming local elections and preparation for nominees. The Clerk had addended and gave the following information: -

- Notice of Election – Friday, 15th March PURDAH starts. The Parish Council can still hold its meetings; however, nominees MUST NOT use council meeting to promote themselves;
- Nomination papers must be delivered to election staff before deadline 4pm Wednesday 3rd April. If a nominee wishes to withdraw then they must do so before 4pm Weds 3rd April;
- Statement of persons nominated 4pm 4th April;
- Return of Expenses – Thursday 30th May. This is the candidate's responsibility and they are obliged to complete even if NIL return. Members noted that this was merely a statement of how much they've spent. IT WOULD NOT BE RE-IMBURSED.

Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Clerk would ensure all nominee papers be received by CWaC within the time allocation – HPC26/19.**

11.2 Section 106 money for public art in Helsby. Cllrs. Ellams & O'Neill attended an information gathering session with reps from CWaC. Briefly, an art professional would be involved along with local people to identify and pursue (through grants) a work of art that would be unique to Helsby. Cllr. Temple preferred that the whole project, including advice and art work, should come in within Section 106 budget £49K or thereabouts. The Parish Council was waiting for CWaC staff to get back with a meeting date – duly noted.

11.3 CWaC Town and Parish Conference being held at 5.30pm on Wednesday, 27th Feb in Double Tree Hilton Chester. Cllrs. Hulse and O'Neill attending on behalf of ChALC.

- 11.4 Notification of diversion of Footpath 23 (through Horse & Jockey site). It had to be diverted due to the new estate of houses – duly noted.
- 11.5 Rake Lane gutters and stop line Britannia Road – Clerk to Chase.
12. The Marshes Community Benefit Fund.
- 12.1 The defibrillators had been installed and the Clerk had passed information on to the emergency services relating to locations and key-lock codes. BT had been informed that there was no electricity supply going in to the phone box on junction of Alvanley Road/The Paddock. The signage was on order subject to pro-forma. Proposed by Cllr. Hulse, seconded by Cllr. O'Neill and **RESOLVED – to obtain a quote from Whittle for painting K6 and aluminium phone boxes in either green or blue – HPC27/19.**
13. Frodsham Wind Farm – next meeting at 6pm on 8th March in Castle Park – duly noted.
14. Helsby Community Association
- 14.1 Accessibility Toilet. Refurbishment work due to start 14th Feb – duly noted.
- 14.2 Cllr. Holder reported the following: -
- Online Booking System. The trial run was due to finish end Feb. Mr Carter would contact Cllr. Ellams for website assistance. The system was still experiencing a few teething problems.
 - Photo frames and photos (placed around the walls in the Main Hall). They were all the property of Mr J Lloyd. The Parish Council insured the frames.
 - Putting up the old pub signs in the Foyer Area. The Community Association refused to allow the Parish Council to erect the signs saying that the Community Centre was not a suitable venue for pub signs due to the range of clients who used the hall including children and Methodists. Cllr. Temple made a valid point when she asked if any of the photos in the frames were of local public houses to which Cllr. Holder replied “Yes”. The members could only assume that their clients had no issues with public houses as they would have been made aware of that. To this end it was proposed by Cllr. O'Neill, seconded by Cllr. Massey and **RESOLVED – that the Parish Council arrange to have both Robin Hood and Horse & Jockey signs erected in the Community Centre – HPC28/19.**
15. Cycle North Cheshire –next meeting scheduled 13th Feb – duly noted.
16. Protos – Cllr. Temple reported the following: -
- The Parish Council had already sent in objections to the proposal to CWaC and Cllr. Temple spoke at the Planning Committee. The Parish Council agreed to send in a further response to Planning Inspectorate re Plot 8 IRRP Removal of condition 13 (railway line into the site) reiterating our first response;
 - Progressive Energy Bio Natural Gas facility – Cllr. Temple attended one of the two public consultations held;
 - The next Community Benefit Fund meeting would be held 27th Feb;
 - The next Protos Community Forum would be held 6th March.
17. Helsby Community Sports Club – Cllr. Randles reported the following: -
- New Community Sports Club development out to tender;

- Beer Festival 8/9th March

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18. Correspondence from Mr R Pickthall. The Parish Clerk had circulated Mr Pickthall's email dated 24th January 2019 that was considered by the members. Proposed by Cllr. Ellams, seconded by Cllr. Johnson and **RESOLVED – that the Parish Council note the contents of Mr R Pickthall's email dated 24th January 2019 but make no reply as the matters raised are outside the Parish Council's responsibilities – HPC29/19.**

19. Transport Matters

19.1 Cllr. Ellams gave a report written briefly as follows: -

- Speed cameras – being upgraded to record speed when travelling through a red light;
- From 29th January, Transport for Wales had introduced a scheme whereby if one of their trains runs late or is cancelled for any reason, and because of that you get to your destination station 15 minutes or more later than scheduled, 'Delay Repay' applies. Required forms to complete can be found on the Transport for Wales website;
- The Office of Road and Rail had issued figures of passenger movements for the rail network and Cllr. Ellams pulled off the stats for our areas. Helsby 89568 in 2017/18 rise of 5.4%, Frodsham 195,916 rise of 9.6%, Mouldsworth rise of 7.2%. Ince & Elton, Stanlow and Thornton had seen a drop-in number thought likely due to fewer trains.

19.2 WTUG. Proposed by Cllr. Hulse, seconded by Cllr. Kimpton and **RESOLVED – that the Parish Council, in accordance withs.111 of the LGA1972, renew its membership of Wirral Transport Users Group £8 for 2019 – HPC30/19.**

20. Review of Helsby Neighbourhood Plan. Cllrs. Hulse, Temple, Mr David Temple, Mr Rob Mackenzie and Mrs Betty Grieve attended the meeting held on 7th February. Cllr. Hulse had been elected as Chairman of the group and the actions are as follows: -

- Members would read through the existing 'made' Helsby Neighbourhood Plan and submit modifications to Cllr. Temple and Mr Temple. Mr Mackenzie would review and make his recommendation;
- Mrs Lorimer could become involved later as she was in the very early stages of putting together ideas for identifying a conservation area. This could link in with the Sandstone Ridge Trust.

21. Cheshire Association of Local Councils

21.1 Election training – already discussed in Item 11.1

21.2 Cllr. Hulse reported the following: -

- Cllr. Lilian Burns (member for Prestwich) had produced an in-depth report about Neighbourhood Plans for NALC;
- Concern about parking and new housing estates (not enough parking allocated and garages being that small, a driver could put their vehicles in the garage but then couldn't open the door to get out!)
- Review on Code of Conduct. Government reluctant to give councils more powers;
- Standards Boards defunct. Members should emphasize the need for sanctions against disruptive councillors;
- ChALC was hopeful to obtain funding from CWaC & CE for their running costs.

22. Planning

22.1 The council's responses, to the following new planning applications, were duly noted:

App No.	Address	Proposal	Comments
18/04955/FUL	Loxley Hall Nursing Home Lover Robin Hood Lane	Single storey extension, detached garden room and bin store	No objections
19/00077/FUL	42 Parkfield Drive	Demolition of conservatory & erection of single storey rear extension	No objections
19/00092/FUL	23 Primrose Lane	Single storey rear extension	No objections
19/00104/FUL	202 Chester Road	Proposed rear dormer extension and single storey front porch extension	Concerns relating to front porch coming forward of the building line and altering the Streetscene
19/00207/OUT	Land adjacent Hillcrest The Rock	Erection of one dwelling	OBJECTIONS on a number of grounds mainly non-compliance with Policy H6 of the "made" Helsby NP

22.2 The following decisions received from the Planning Authority were duly noted: -
18/03908/FUL Elm Cottage Alvanley Road (single storey rear extension) – **approved**
18/04576/LBC 2 Rose Farm (replacement windows) - **approved**

22.3 Protos Appeal re Removal of Condition 13 rail link Plot 8 IRRP. The Appeal hearing would be held on 20th March at Chester Town Hall. Cllr. Temple expressed a willingness to attend – duly noted.

23. Accounts

23.1 Internal audit of the Parish Council's accounts 31st March 2019. Proposed by Cllr. O'Neill, seconded by Cllr. Hulse and **RESOLVED – that the Parish Council, in accordance with Accounts and Audit Regulations 2003, employ the services of JDH Business Services Limited of Mold to undertake the internal audit of the Parish Council accounts for year ending 31st March 2019 at an estimated cost of £255 + VAT – HPC31/19.**

23.2 Bank Reconciliation. Cllr. Ellams inspected the NatWest figures against his mobile app and confirmed they were correct. Proposed by Cllr. Hulse, seconded by Cllr. Duffy

and **RESOLVED** – that the Bank Reconciliation Sheet detailing £179,618.61 held in balances as at 11th February 2019 be accepted as accurate and duly initialled by the Chairman – HPC32/19.

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23.3 Payments. Proposed by Cllr. Johnson, seconded by Cllr. Hulse and **RESOLVED** that the following payments totalling £18,866.06, paid by either Direct Debit or under delegated authority be approved and duly noted – HPC33/19: -

Method	To whom paid	Particulars of payment	Amount
DD	Water Plus	Wastewater – Community Centre	29.58
DD	Scottish Power	Electricity usage – same	97.00
Bacs	DTM Legal	Professional legal fees – Eccies lease	2,740.00
Bacs	AMR Technical	Christmas Illumination installation	8,550.00
Bacs	British Gas	Eccies – electric 6 th Dec 18 – 2 nd Jan 19	144.20
Bacs	British Gas	Eccies – gas 21 st Sep 18 – 2 nd Jan 19	500.77
Bacs	Water Plus	Eccies – wastewater 27/04 – 31/03/19	132.73
Bacs	E.on	Electric lantern lights 01/10 – 31/12/18	106.98
B trans	Jeanette Hughes	Mobile phone 01/01 – 31/12/18 £90	
		Paper £19.18	109.18
DD	NEST Pension Provider	Employee/employer contri Jan 2019	541.66
DD	Siemens Financial Services	Quarterly lease rental photocopier	147.81
Bacs	BT business billing	Broadband	49.06
Bacs	Helsby Methodist Church	Hall hire 2 hours 14 th January 2019	17.00
Bacs	Primary Care Supplies	Proforma – 2 x defibs plus assoc items	2,997.60
Bacs	3 x part-time employees	January 2019 salaries	1,634.29
Bacs	HM Revenue & Customs	PAYE & NI on above salaries	377.72
Bacs	Liverpool Document Systems	Photocopier usage 21/06 – 04/10/16 Very late invoice – Clerk checked and verified usage	209.33
Bacs	Liverpool Document Systems	Photocopier usage 24/09 – 02/01/19	152.45
Bacs	Mr T J O'Neill	Refreshments for meeting held 22/01	8.70
SO	Arndale Transport	Office rent for February 2019	320.00

24. Date of the next meetings

25th February – Health & Safety Committee

25th February – Environment Committee

11th March – Helsby Parish Clerk

The meeting closed at 7.55pm

Chairman's signature..... Dated.....

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